

# Wattsburg Area School District

## Regular Board Meeting

September 19, 2011 – 7:00 p.m.

Wattsburg Area Elementary Center

### AGENDA

#### I. School Board President

- Call Meeting to Order
- Flag Salute
- Roll Call
- Additions or Amendments to the Agenda
- Approve Agenda as Presented and/or Amended
- Minutes of Meeting for the August 15, 2011, Regular Board Meeting and the September 12, 2011 Work Session.
- Recognition of Visitors on Agenda

#### II. Superintendent's Report

#### III. Business Administrator's Report

- Treasurer's Reports
  - ❖ General Fund
  - ❖ Capital Projects
- Bills
  - Exhibit A** General Fund Bills
  - Exhibit A1** Checks Already Written
  - Exhibit A2** General Fund Bills
  - Exhibit A3** Checks Already Written
  - Exhibit B** Cafeteria Bills
  - Exhibit B1** Cafeteria Checks Already Written
  - Exhibit C** GESA Project Bills
  - Exhibit D** SHS Activity Fund Report
  - Exhibit E** Special Revenue Report

#### IV. Legal Advisement

##### LA – 1 (A) Erie Area School-To-Career Partnership

- **Motion:** To approve the continuation of programs and services of the School-to-Career Partnership for the 2011-2012 school year as outlined in **Exhibit E**.

##### LA – 2 (A) Information Technology Partnership Agreement

- **Motion:** To approve the Information Technology Partnership Agreement between Northwest Tri-County Intermediate Unit and the WASD as outlined in **Exhibit F**.
- **Motion:** To amend the Organizational Chart to provide for the Information Technology Partnership Agreement as outlined in **Exhibit G**.

LA – 3 (A) Ratification of the Collective Bargaining Agreement between the WASD and the Wattsburg Education Support Personnel Association

- **Motion:** To ratify the proposed Collective Bargaining Agreement between the Wattsburg Area School District and the Wattsburg Education Support Personnel Association Local #2, including all appendices and side letter, effective July 1, 2011 through June 30, 2014.

V. Finance

VI. Building and Grounds

B – 1 (A) Request for Proposal – Snow Removal Services

- **Motion:** To enter into a service agreement with Coletta Custom to furnish equipment and operators for removal of snow for parking lots and drives on the school district campus during the 2011-2012 school year at a seasonal rate of \$45,000.  
Note: The district received two other proposals, Palloto's Contracting and Valley Snow Removal at a seasonal rate of \$48,000 and \$90,000 respectively.

B – 2 (A) Utilization of School Facilities

- **Motion:** To approve adult basketball to utilize Wattsburg Elementary or Middle School Gymnasium for adult basketball on Monday/Thursday evenings from 7:00 – 9:00 p.m. October 2011 through May 2012. No cost to the District.

B – 3 (A) Negotiate Trade for John Deer Model 455

- **Motion:** To declare as surplus one (1) Gator model HPX, four-wheel drive tractor, serial number MOHPGX032167 and one (1) Landpride model FR3590, rear finish mower, serial number 599968.
- **Motion:** To authorize the WASD Plant Operations and Transportation Supervisor to trade the above equipment declared as surplus to A.R. Beatty Equipment for a model year 2000 John Deere 455 tractor that includes mower and grass catcher on a break even basis.

B – 4 (A) Driveway Repairs

- **Motion:** To approve Vincent Cross Paving to make repairs of approximately 636 yards of driveway on the bus garage road at a cost of \$7,473.00 and on a time and materials basis, not to exceed \$9,000.00, repairs on the driveway leading up to the WAEC.

B – 5 (A) Purchase Kubota Tractor

- **Motion:** To approve the purchase of a new Kubota Model B300HSDCC tractor with a 51" snow blower from A.R. Beatty at the state contract price of \$25,270.18.

VII. Personnel

P – 1 (A) Resignations

- **Motion:** To approve the resignation of **Terri Brooks**, Instructional Aide, Level II, Class C effective August 24, 2011. See Item #1 of Supt's Report.
- **Motion:** To approve the resignation of **Debra Firestone**, WAMS Cafeteria Aide, Level III, Class C and Activity Aide effective August 24, 2011. See Item #2 of Supt's Report.
- **Motion:** To approve the resignation of **Cheryl Kress**, Special Needs Aide, effective August 22, 2011. See Item #3 of Supt's Report.

P – 2 (A) Leaves

- **Motion:** To approve Personal Leave on September 26 – 27, 2011 for **Susan Bisbee** according to Local 2 Collective Bargaining Agreement. See Item #4 of Supt's Report.

P – 3 (A) Tuition Reimbursements

- **Motion:** To approve Tuition Reimbursement Stipends as outlined in **Exhibit H**.

P – 4 (A) Additions to Teachers' Substitute List for the 2011-2012 School Year

- **Motion:** To approve **Amy Condo, Chad Ewings, Ryan Kraus, Lyn Kress, and Nathan Moore** as additions to the Teachers' Substitute List for the 2011-2012 school year.

P – 5 (A) Additions to the Emergency Substitute List for the 2011-2012 School Year

- **Motion:** To approve additions to the Emergency Substitute List for the 2011-2012 school year. **Exhibit I**.

P – 6 (A) Additions to the Service Substitute List for the 2011-2012 School Year

- **Motion:** To approve the additions to the Service Personnel Substitute List for the 2011-2012 school year. **Exhibit J**.

P – 7 (A) Appointments

- **Motion:** To approve the Support Staff appointments as outlined **Exhibit K**.
- **Motion:** To approve **Ray Trejchel, Rick Stoutamyer and Donna Sherrange** as After-School Tutors in Cyber Services. See Item #5 of the Supt's Report.

P – 8 (A) Job Descriptions SIS Specialist, Data Processing Secretary, HR/Payroll Secretary

- **Motion:** To approve job descriptions for SIS Specialist, Data Processing Secretary, and HR/Payroll Secretary. **Exhibit L**.

P – 9 (A) Job Descriptions Client Technology Technician I and II

- **Motion:** To approve job descriptions for Client Technology Technician I and Client Technology Technician II. **Exhibit M**.

P – 10 (A) Conference Requests

- **Motion:** To approve Lesley Lopez to attend Music Educator's Regional In-Service on Monday, October 10, 2011.
- **Motion:** To approve Rachel Berlin to attend Regional In-Service for Art Educators on Monday, October 10, 2011 in Erie, PA. Cost \$25 - \$30. Funds from Professional Development.
- **Motion:** To approve Janice Pelensky and Audrey Coletta to attend Crisis Prevention Intervention (C.P.I.) Wednesday, December 7 (all day) and Friday December 9, 2011 (afternoon only) in Edinboro, PA. Cost \$144.98. Funds from Professional Development.
- **Motion:** To approve Regional In-Service on Monday, October 10, 2011 for Melissa Vallimont; Arete Calabrese to attend Foreign Language at Asbury Wood, Erie, PA, and Betsy Walker to attend LECOM (Cost \$20). Funds from Professional Development.
- **Motion:** To approve Audrey Coletta to attend PVAAS Training, Friday, October 21, 2011 in Edinboro, PA. Cost \$34.98. Funds from Professional Development.
- **Motion:** To approve Linda Lorei, Chris Paris, Sheri Hoffman, Gretchen Ruprecht, and Jim Logan to attend PVAAS on Friday, October 21, 2011 in Edinboro, PA. Cost \$120. Funds from Substitute Account.

#### P – 11 (A) Act 93 Agreements

- **Motion:** To approve the following Act 93 Agreements, effective July 1, 2011 through June 30, 2014:
  - Eric Schultz, Plant Operations and Transportation Supervisor. **Exhibit N.1**
  - Mary Nunemaker, Housekeeping Supervisor. **Exhibit N.2**
  - Janet Mullaney, Child Nutrition Director. **Exhibit N.3**
  - Maria Hvezda, Supervisor of School Based Mental Health Services **Exhibit N.4**
  - Cindy Cass, Client Technology Specialist I. **Exhibit N.5**
  - Matthew Harman, Client Technology Specialist II. **Exhibit N.6**
  - Tammy Legenzoff, Client Technology Specialist II. **Exhibit N.7**
  - Pamela Pudlick, SHS/WAMS – Cafeteria Manager. **Exhibit N.8**
  - Susan Stankowski, WAEC – Cafeteria Manager. **Exhibit N.9**
  - Dorothy Stolz, Transportation Coordinator. **Exhibit N.10**
- **Motion:** To approve the following Act 93 Agreements, effective August 1, 2011 through June 30, 2012:
  - Major James L. Johnson, Senior Aerospace Education Instructor. **Exhibit N.11**
  - SMSgt. Raymond Oshop, Senior Aerospace Education Instructor. **Exhibit N.12**

#### P – 12 (A) Confidential Secretaries Compensation Plan

- **Motion:** To approve a Confidential Secretaries Compensation Plan, effective July 1, 2011 through June 30, 2014. **Exhibit O**

#### P – 13 (A) Job Descriptions – Custodian Level I and Level II

- **Motion:** To approve the Job Descriptions for Custodian Level I and Level II. **Exhibit P**

#### P – 14 (A) Job Descriptions – Maintenance Level I and Level II

- **Motion:** To approve the Job Descriptions for Maintenance Level I and Level II. **Exhibit Q**

### VIII. Policy

#### PA – 1 (A) Second Reading of the 200's Policies

- **Motion:** To approve the second reading of the 200's policies. **Exhibit R**

#### PA – 2 (A) First Reading Policies 237 and 620

- **Motion:** To approve the first reading of Policy 237. **Exhibit S.**
- **Motion:** To approve the first reading of Policy 620. **Exhibit T.**

### IX. Curriculum

#### C – 1 (A) Student Activity Requests

- **Motion:** To approve select choral students and Mr. Reid to attend PMEA Competition at Warren High School, Warren, PA on January 25 through January 28, 2012. Cost \$1,160 (+/-). Funds from Student Activities and Teachers' Substitute Accounts.
- **Motion:** To approve select choral students and Mr. Reid to attend PMEA Competition in Ridgeway, PA on March 7 through March 10, 2012. Cost \$935(+/-). Funds from Student Activities and Teachers' Substitute Accounts.

### X. Principals' Special Reports

### XI. Technology

## **XII. Transportation**

### **T – 1 (A) Contracted Transportation Service**

- **Motion:** To approve a parent transportation contract at the current IRS rate of 55.5 cents /mile. Parent lives outside the district and will drive child from Girard.

### **T – 2 (A) Transportation Requests**

- **Motion:** To approve the following transportation requests:
  1. Fourth grade students to attend live orchestra concert at the Warner Theater, Erie, PA on Thursday, October 20, 2011. Cost: \$280. Funds from PTO.
  2. SHS students to attend Mercyhurst College, Erie, PA on Tuesday, September 20, 2011. Cost \$80. Funds from Student Activities.

## **XIII. Athletic/Extra-Curricular**

### **AE – 1 (A) Resignations**

- **Motion:** To approve the resignation of **Kristy Gnibus**, Girls' Assistant Softball Coach effective August 25, 2011. See Item #6 of Supt's Report.
- **Motion:** To approve the resignation of **Donna Banks**, Assistant Cheerleading Advisor effective September 1, 2011.. See Item #7 of Supt's Report.
- **Motion:** To approve the resignation of **Jesse Heubel**, Wrestling 1<sup>st</sup> Assistant effective September 2, 2011. See Item #8 of Supt's Report.

### **AE – 2 (A) Athletic/Extra-Curricular Appointments for 2011-2012**

- **Motion:** To approve the appointment of **Lauren Smith** as Volleyball 1<sup>st</sup> Assistant Coach, Step 1, \$2,449. See Item #9 of Supt's Report.
- **Motion:** To approve the appointment of **Greg Majchrzak** as Boys' Basketball Other Assistant, Step 6, \$2,850. See Item #9 of Supt's Report.
- **Motion:** To approve the appointment of **Julie O'Donnell** as Assistant Cheerleading Advisor, Step 1, \$921. See Item #9 of Supt's Report.
- **Motion:** To approve the appointment of **Hudson Harrison** as Wrestling 1<sup>st</sup> Assistant Coach, Step 3, \$3,057. See Item #9 of Supt's Report.

### **AE – 3 (A) Compensation for Advisors 2010-2011**

- **Motion:** To approve compensation for the Newspaper, Advisor Kristy Allgeier, Step 1, \$788 and the ASL Advisor, John Erickson, Step 3, \$1,331 for the 2010-2011 school year. See Item #10 of Supt's Report.

### **AE – 4 (A) Volunteer Coaches for 2011-2012**

- **Motion:** To approve the addition of **Victoria Harwood**, Cross Country; **Nikki Miller**, Girls' Basketball and **Jesse Heubel**, Wrestling to the volunteer coaching list for 2011-2012.

## **XIV. Miscellaneous**

### **XV. Board Correspondence and Dialogue**

### **XVI. Erie Vo-Tech School—Mr. Eric Duda**

### **XVII. Northwest Tri-County—Mr. Kerry Duncan**

### **XVIII. Adjournment**